

ZONING ORDINANCE – PRINTING & UPDATES

Current Format

- Last Printed Copy – Jul 25, 2013
- Last Updated Copy – Dec 29, 2016
- In Between Updated Copies (3) – Jun 26, 2014, Oct 29, 2015, Jun 30, 2016
- The Current Printed Copy uses a **Spiral Binding** Format

Proposed Format

- Use a 3 Ring Binder with an Insert Cover Pocket
- Use 3 hole punched sheets for Zon Ord Text sheets
- Use the latest updated Zon Ord copy for the first Binder Format
- The current Zon Ord Picture Cover page goes inside the binder cover pocket. It does not show a date at the lower right corner, thus serves all future printings.
- Place inside the binder all the 3 hole perforated text pages
 1. 1st Page – Inside Printed Cover page. Same as current page. Shows the Amended thru date. The page is updated and printed when there is an Amendment to be printed.
 2. Amendments Page – Suggest deleting all listed Amendments up to and start new with 2014-01.
 3. Zon Ord Text – Table of Contents and Chapter 1-19; no change in format or page numbering.

New Zoning Ordinance

A new Zon Ord thru Dec 29, 2016 is printed in accordance with the 3 Ring Binder proposed format and distributed.

Approved Amendments

After an amendment is approved and adopted, it is incorporated into the Zon Ord in the appropriate text location within the affected chapter. The updated chapter text will update the chapter page numbers as affected. The balance of the Zon Ord will not be affected or updated since the Zon Ord page numbers follow a Chapter- Page Number sequence.

Printed Updates for Distribution

Because an amendment update appears only in the affected chapter of the Zon Ord. Only that chapter is printed in total. At the same time the Inside Updated Cover Page and the updated Amendments Page are printed and distributed with the updated chapter pages.

Cost Saving

Current printing of the complete Zon Ord in Spiral Format is expensive.

As proposed, after the first printing in 3 Ring Binder Format, there will be no need to reprint the complete Zon Ord in the future when amendments are adopted. The Zon Ord will be kept up to date with the distribution of only the affected chapters.

Stored Extra Copies

Usually a certain number of extra copies of the Zon Ord are kept on hand at the Township Offices for future distribution as needed. When an amendment is adopted and the affected chapter is printed, extra copies are printed and kept with the stored original Zon Ord copies on hand. When a person is given a copy of the Zon Ord, it would include the original copy and any update packages on hand, thus forming a current updated Zon Ord copy.